

# Executive Summary

## EXECUTIVE SUMMARY

The First Unitarian Society of Plainfield consists of a single story building made up of a Gothic Revival Sanctuary, a Parish Hall, and a contemporary education wing known as the Stevens Wing. The buildings are all connected and create an L-shaped plan. The front gable façade of the Sanctuary faces east onto Park Avenue with a driveway entrance to the north into a turning circle in front of the Stevens Wing, which is set back from Park Avenue. The original Sanctuary designed by Architect Oscar S. Teale for the Unitarian Society. It was originally named All Souls' Sanctuary.

In 1925 a Parish Hall was constructed to the west behind the Sanctuary. It has a similar rectangular floor plan running east-west. The main entrance now used for both the Sanctuary and the Parish Hall is at the north-west corner of the Sanctuary where it meets the Parish Hall. Small additions to the south of the Parish Hall were added in 1947. In 1958 a large wing was added to the north of the Parish Hall and is referred to as the Stevens Wing. Over the years there have been a few alterations to the interior of the Sanctuary. The most significant being the installation of the Robinson Window on the east gable, which was dedicated in 1919 to Reverend Robinson. Some additional alterations, including minor upgrades to the kitchen and refurbishment of interior finishes occurred between 1977 and 2006.

The First Unitarian Society of Plainfield is a contributing building in the Van Wycke Brooks Historic District listed on the National Register of Historic Places. In addition, the current research completed has included an individual nomination for the buildings, which has been forwarded to the Historic Preservation Office for listing on the National and State Registers of Historic Places. The Sanctuary was designed by Oscar S. Teale who is a notable architect having built a large number of Sanctuary and other structures in Somerset and Union counties in New Jersey. Oliver Smith designed the Robinson Window at the front of the Sanctuary.

The First Unitarian Society of Plainfield received a Historic Site Management grant in 2006 from the Garden State Historic Preservation Trust, which is administered by the New Jersey Historic Trust. This grant allowed the Sanctuary to prepare a Preservation Plan. The architects and team leaders for the project were Historic Building Architects, LLC. The purpose of the Preservation Plan was to look at and address the big picture and to provide direction to the Sanctuary on the recommended first phase of work for which they intend to submit a Capital Grant application to New Jersey Historic Trust in 2008.

The report identifies the recommended restoration work, when the work should be completed, and how much it should cost. It is a planning document to help members of the Unitarian Society to plan for good stewardship of the buildings and move forward into the second century of service to the community. The report is designed to assist with fundraising and guide appropriate and timely capital restoration work. The plan is deliberately phased into immediate work to be completed as soon as possible, mid-term work to be completed within the next 5 years, and long-term work within the next 10 years. Below the recommended prioritized scope of work is outlined in phases:

## SUMMARY OF PHASED SCOPE OF WORK RECOMMENDATIONS

### *Phase I – Immediate Work*

The immediate work outlined below is also described on Drawing A-5.01:

#### *02 Site Work*

- Install below grade drains around the perimeter of the buildings and connect them into the storm water drainage system for the City.
- Complete site regrading work to allow for proper drainage away from the perimeter of the building.
- Trim back the large trees adjacent to the buildings to prevent biological growth on roofs. In addition, trim back plants or remove them from areas adjacent to the building, especially adjacent to masonry. This should include all vines, as well as shrubs and planter boxes.
- Remove the Powell Terrace and wood ramp and restore the entrance steps having made repairs to the north foundation walls of the Sanctuary. The new entrance will be designed to be in keeping with the entrance shown in historic photographs.
- Install a new barrier-free access lift in the Library accessed from an exterior door on the north wall of the Library.
- Rebuild the basement light wells on the Stevens Wing along the West Elevation.

#### *04 Masonry*

- Rake out and repoint interior foundation walls of the Sanctuary. This should include 30% rebuilding of severely deteriorated masonry and deep pointing in these areas.
- Stabilize the masonry foundation wall along the South Elevation of the Sanctuary where settlement has been observed. Geotechnical investigation at this location is recommended to determine the substrate stability. In addition, this wall may require structural monitoring.
- Repair the stone knee walls at the two Sanctuary entrances, north porch and southeast porch to include 100% replacement of footings and rebuilding of knee walls, as well as temporary shoring and support of the north porch roof.
- Rebuild the steps at the two Sanctuary entrances with new.
- Restore the south, north, and east masonry elevations of the Sanctuary, including both masonry towers. Work to include: raking out and repointing of all masonry joints, removal of unstable stone, especially on the East Elevation, retooling of the stone surface as necessary, and cleaning of all masonry, including the removal of roofing tar and cement.
- Infill with masonry the basement opening below the Robinson window on the East Elevation to provide appropriate structural support.
- Restore north terrace on Stevens Room to include repair and rebuilding of brick perimeter walls and restoration of the slate terrace and steps.
- Install a new reinforced stainless steel lintel at the opening between the Parish Hall and the Sanctuary to support the masonry wall above.

#### *06 Wood*

- Repair and paint all wood trim on the Parish Hall where roof restoration work will occur.
- Repair all wood trim where pest infestation has occurred to prevent further pest access to the interior of the building.
- Install new floor framing along the south wall of Parish Hall offices (assume 50% new framing), and replace the rotten sill plate as necessary (assume 30% new).

#### *07 Thermal and Moisture Protection*

- Provide ventilation to the crawl space under the Parish Hall south addition.
- Remove the Parish Hall roof and install a new slate roof with all necessary flashing, including at chimney, ridge and valleys, as well as the connection with the asphalt shingle roof to the north of the Parish Hall. All flashing should be Terne Coated Stainless Steel (TCS) or lead coated copper (LCC). As this roof is concealed, an alternative option would be to install asphalt shingle.
- Install new flat pan metal roofs on the three dormers to the south and replace all flashing intersecting with the proposed new slate roof on the Parish Hall.
- Install a new flat pan metal roof at the roof junction between the Sanctuary and the flat roof to the south of the Parish Hall.
- Replace the flat roofs on the south additions of the Parish Hall with new EPDM roofs.
- Replace the northeast entrance Parish Hall flat roof with a new flat pan TCS or LCC roof. Include all wood trim restoration.
- Replace all downspouts and gutters on all buildings.

#### *08 Doors and Windows*

- Repair wood trim at original wood windows on the Parish Hall (W114 and W140).
- Restore all wood trim related to stained glass windows to be restored.
- Restore windows set out as Priority A in the Femenella & Associates stained glass recommendations.
- Restore basement windows along the foundation walls of the Sanctuary and along the West Wall of the Stevens Wing.

#### *15 Heating and Plumbing*

- Install a new combustion air supply for the Stevens Wing boilers.
- Install a forced air heater in the vestibule to replace the convector to provide greater heating capability.
- Replace the heating system controls for the classrooms with systems, which allow for automatic set back, such as local time clock digital thermostats. (The First Unitarian Society of Plainfield is currently doing this work.)
- Rotate the supply registers in the Parish Hall duct work to better distribute warm air in the space.
- Reconnect and extend storm drainage, as discussed above under Site Work.
- Inspect and maintain existing basement sump pumps, install an emergency battery for the sump pump.
- Upgrade plumbing fixtures for barrier-free accessibility.
- Replace all cracked and broken fixtures, including water closet lid in Girls toilet room.

#### *16 Electric*

- Replace all non-grounded electrical receptacles.
- Upgrade emergency lighting, as necessary by code.
- Replace all incandescent light fixtures with energy efficient fixtures with integral ballasts.
- Expand the fire alarm system to provide detection throughout the building, in particular the classrooms.

## **Phase II – Mid-Term Work**

The mid-term work outlined below is also described on Drawing A-5.02:

### *02 Site Work*

- Continue to maintain all of the trees insuring proper trimming and removal of plant growth adjacent to the buildings.

### *07 Thermal and Moisture Protection*

- Restore all the facades on the Parish Hall. Façade restoration to include: repair of wood shingles and restoration of all wood trim, including paint removal, priming and repainting.
- Remove existing asphalt shingle roofs on the Sanctuary. Install a new slate roof on the main Sanctuary roof, including the six dormers and dormer cheek walls. Roof work should include all flashing.
- Install new standing seam TCS or LCC roofs on the shallow pitched shed side aisle roofs to the north and south, as well as in concealed areas behind the octagonal projection roof.
- Restore the hip roof over the north porch and the hip roof over the northeast octagonal projection with new slate and flashing.
- Restore the historic finials at the gable ridge East Elevation, on the two towers, on the six dormers and on the north porch and north octagonal projecting roof above the Minister's office.
- Restore the tower roofs with new slate and exposed TCS flashing.

### *08 Doors and Windows*

- Restore the dormer windows on the Parish Hall.
- Restore all stained glass windows identified as Priority B in Femenella & Associates, Inc. report.
- Restore all wood windows and trim on the Parish Hall elevations.
- Install interior storm windows for Minister's office.

### *15 Heating and Plumbing*

- Install separate heating zones for the Minister's office in the northeast corner of the Sanctuary and for the Parish Hall offices.
- Replace all deteriorated sanitary piping, including worn drain traps under fixtures and upgrade lavatory waste and water piping.

### *16 Electric*

- Replace all older electrical wiring, including all non-metallic jacketed wiring.
- Replace all lighting in corridors, classrooms, and the basement with more energy efficient fixtures.

### **Phase III – Long-Term Work**

The long-term work outlined below is also described on Drawing A-5.03:

#### *02 Site Work*

- Continue to maintain all below grade site drainage to make sure it is fully operational and that all areas are draining away from the building perimeter.
- Continue to maintain and cut back all tree foliage adjacent to the buildings.
- Continue to monitor all pest infestation into the buildings to prevent access.

#### *07 Thermal and Moisture Protection*

- Continue to maintain the gutters and downspouts and insure that they are cleaned annually.
- Paint all shingle siding, including proper preparation and paint removal at the Stevens Wing north, west and east elevations.
- Replace asphalt shingle roofs on the Stevens Wing, including the Stevens Room and the link to the Parish Hall.
- Replace all related flashing, including ridge and eaves and at the slate roof connection to the Parish Hall.

#### *08 Doors and Windows*

- Restore the Stevens Wing windows and doors on all elevations.
- Restore stained glass windows listed as Priority C in the Femenella & Associates, Inc. recommendations.
- Install new lead came windows in the Minister's office to replicate the historic windows previously removed.

#### *15 Heating and Plumbing*

- Install a direct digital control system for HVAC in all buildings to allow for energy efficient operation.
- Install air conditioning in the Stevens Room.
- Install air conditioning using a central system for all the classrooms in the Stevens Wing to allow for greater use. This would be dependent on a tenant occupying this place.
- Investigate alternative means of cooling and heating, which are cost-effective and environmentally sustainable. One option is geothermal systems.

Note: The current boiler system is 20 years old and the current hot water heater is 12 years old. Planning for new upgraded/replacement systems should begin to be designed in the mid-term phase.

#### *16 Electric*

- Upgrade of electrical service to allow for heating and cooling upgrades.

## SUMMARY OF CONSTRUCTION COST BY PHASE

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Estimated construction cost by phase is based on the cost estimate prepared by Daedalus Projects, Inc. February 24<sup>th</sup> 2008 specialists in estimating historic buildings. Estimates below include overhead and profit, estimated inflation for the cost of construction in anticipated year shown in the right column. At this schematic design stage, we have also included a Design Contingency for unknown conditions not observed in the assessment report. Refer to Section VI for more detailed information on the estimate.

<b><u>Phased Scope of Work</u></b>	<b><u>Estimated Construction Costs</u></b>	<b><u>Anticipated Commencement Of Construction</u></b>
Phase I – Immediate Construction Work	\$1,530,951	2009
Phase II – Mid-Term Construction work	\$784,001	2013
Phase III – Long-Term Construction Work	1,206,590	2018
<b>TOTAL</b>	<b>\$3,521,542</b>	

## PROJECT BUDGET OVERVIEW OF PHASE I – IMMEDIATE WORK

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The recommended immediate scope of work includes recommended work that the professional team consider urgent because it addresses conditions that, if not remediated are likely to cause rapid deterioration of building fabric or are a hazardous condition that should be addressed to insure the continued health and safety of the occupants. This immediate work may need to be further prioritized and broken down into smaller, more manageable phases of work.

<b><u>Construction by Trade (CSI Standards)</u></b>	<b><u>Cost</u></b>
01-General Conditions	\$139,178
02-Site Work	\$126,775
03-Concrete Work	\$42,966
04-Masonry Restoration Work	\$360,258
05-Metal Restoration Work	\$19,404
06-Wood Restoration and Structural Repair Work	\$95,517
07-Thermal and Moisture Protection	\$237,897
08-Window and Door Restoration	\$276,070
10-Miscellaneous (includes lift)	\$47,263
15-Plumbing	\$4,158
15-HVAC	\$23,354
16-Electrical Work	\$158,112
<b>Subtotal of Construction Costs</b>	<b>\$1,530,951</b>
Professional Service Fees for Design Development through Construction Completion estimated at 12%	\$183,714
<b>ESTIMATED PROJECT TOTAL</b>	<b>\$1,714,665</b>

## **PROPOSED PROJECT SCHEDULE – PHASE I**

<b>SCHEMATIC DESIGN PHASE</b>	
Begin Preservation Plan	August 2007
Report Completion	February 2008
<b>DESIGN DEVELOPMENT PHASE</b>	
Receive Grant Application Forms & Prepare Submission	April-June 2008
Submit to NJHT for a Capital Grant Application	June 2008
*NJHT Grants Awarded	December 2008
Begin Design Development Phase (6 weeks)	January 2009
Submission of Design Development & Updated Project Budget	Mid-February 2009
Client Review and Approval of Design Development (2 weeks)	February 2009
<b>CONSTRUCTION DOCUMENT PHASE</b>	
Begin Construction Documents (12 weeks)	March 2009
Submission of Construction Documents	May 2009
Client Review /Approval of Construction documents (2 weeks)	June 2009
<b>BIDDING AND NEGOTIATION PHASE</b>	
Prequalify Contractors	March 2009
Bid Packages issued:	June 2009
Bids Received:	July 2009
Bids Reviewed and contractor selected by:	August 2009
<b>CONSTRUCTION PHASE</b>	
Contract signed and mobilization (2 weeks)	September 2009
Construction begins on site (8 months)	October 2009
Project Close out (2 weeks)	June 2010
Construction completed	July 2010

\* Schedule dependent on NJHT Grant Award.

End of Executive Summary.